



**MINUTES  
Of The  
4th Regular Board of Directors Meeting for the 2023-24 Term  
Held on Monday, SEPTEMBER 18, 2023  
Aurora Town Hall, Leksand Room**

**Presiding:** Glen Sharp, President

**Directors Present:** Glen Sharp (President)  
Rob Ishoj (Treasurer)  
Jim Abram (Vice-President)  
John Scherrer (Secretary)  
Dave LeGallais, Louis Gambino, Percy Surti

**Staff Members:** Karie Papillon, Adult Programs Co-ordinator  
Andrew Bailey, Assistant Programmer

**ASA Members:** Kevin Griffiths, Nick Senick

**Regrets:** Vern Cunnigham, Rob Gaby

**Recording Officer:** Lydia Schuster

**Call to order:** A quorum being present, President Glen Sharp declared the meeting open to transact business at 12:57 hours.

**On motion duly moved, seconded and carried it was resolved that:**

**D23-04-01 Approval of Agenda**  
Moved by: P. Surti/J.Scherrer  
**That the Agenda be approved as distributed** **CARRIED**

**D23-04-02 Approval of the Minutes of Previous Meetings**  
Moved by: D. LeGallais/R. Ishoj  
**That the Minutes of the Regular Meeting held August 21, 2023 be approved as distributed.** **CARRIED**

**D23-04-03 PRESENTATIONS - Nil**

**D23-04-04 BUSINESS FROM PREVIOUS MEETINGS**

**a) A.S.A. Insurance Coverage**

Referencing the concerns raised regarding the Aug. 21/23 presentation by Brian Murphy of Law Insurance Brokers regarding the A.S.A. Insurance coverage, the President proposed that prior to considering the coverage increases proposed by Brian Murphy, Directors submit specific concerns/questions they wish clarified and he would refer same to Law Insurance.

The President noted that Nick Senick had compiled a list which will be shared with Board Members and, in response to Louis' request, a copy of the current policy would also be distributed for Directors' review.

Directors are to submit their questions/concerns by Sept.25/23.

**D23-04-05 Seniors Adult Programs Coordinator's Report (Attached)**

Karie presented and reviewed the report containing the following information:

**September Activities:**

- \*Open House – Sept. 5-9 - 23 New Members & 12 Renewals
- \*Hobby & Volunteer Expo – Sept. 6 –
- \*Seniors Active Living Fair – Sept. 9 – Over 400 participants
- \*Try it Week – Sept. 11-15
- \* All of the above were successful and will be repeated next year
- **Reminders re. upcoming events:** Stroll and Chat with Aurora Arboretum – Sept. 20; Aurora Seniors Centre "Town Hall" Meeting - Sept. 27; 1:00-2:00 pm - Karie and Glen to host
- **Royal Canadian Legion Military Service Recognition Book**

Moved by: L. Gambino/P.Surti

**That the Board approve the purchase of a ¼-page full colour ad at \$650.00 for the 11<sup>th</sup> Anniversary edition for the Royal Canadian Legion Military Service Recognition Book.**

**CARRIED**

- **New Activities:** Learn Bid Euchre - Mondays 9:30-11:00 a.m. starting Oct. 2nd and Coffee with Friends - Thursdays at 10:00 a.m. starting Oct. 5th.

- **Woodshop Update:**

First Responder Training for Karie, Andrew and Brandie

Electrical Box Problem - temporary patch in place so woodshop is ready to reopen, but box will need to be replaced

Town's Woodshop Management Agreement is completed and has been distributed to A.S.A. Woodshop Safety Committee and Board Directors.

Directors noted the Management Agreement will need to be reviewed and signed by A.S.A. prior to the woodshop reopening, and that the agreement enables the reopening of the woodshop prior to the completion of the renegotiation of the Town/A.S.A. Operating Agreement at which time it will be incorporated into the Operating Agreement. John Scherrer noted that the Woodshop Safety Committee will be meeting Wed. Sept. 20 to review the Agreement. Accordingly, the President proposed that all Directors meet Wednesday, Sept. 20th at 1:00 p.m. in the Wycliffe Room.

Motion by: J.Scherrer/J.Abram

**That the Seniors Centre Program Coordinator's Report be received.**

**CARRIED**

**D23-04-06 a) Treasurer's Financial Reports to August 31, 2023 (Attached)**

Treasurer Rob Ishoj presented and reviewed the August 2023 financial report Balance Sheet and Profit and Loss statements.

The reports for July 2023 include:

- August Balance Sheet
- Profit & Loss for August & YTD

**c) Finance Committee Report (Attached)**

Rob also reviewed the report of the Finance Committee meeting held September 8/23 at which the following matters were addressed:

- Review of August /23 Financial Statements
- Fraudulent email
- Quickbook Conversion- anticipated Go Live Date is January 2024
- New laptops (2) new laptops are in – Doug Cooper has done initial configurations.
  - Meridian GIC maturity  
The Meridian GIC matured on September 15, 2023. Face value was \$55,000, invested for 18 months at 2.10%. Value at maturity is \$56,749.47. Finance Committee agreed to a 2-year GIC - reinvest the proceeds from maturity at Meridian.
  - New volunteer for the finance group  
Finance Committee has agreed to look for an additional volunteer for the finance group to prepare for Rob's completion of his 2-year term on the A.S.A.Board.
    - A.S.A.Credit Card - not recommended by Finance Committee  
Directors requested that Finance Committee consider the viability of purchasing a COSTCO membership card to be used by approved A.S.A. members.

Motion by: R. Ishoj/J.Scherrer

**That the Sept. 8/23 Finance Committee Report and Treasurer's Financial Report for the period ending August 31, 2023 be approved. CARRIED**

#### **D23-04-07 COMMITTEE REPORTS**

The following committees had **Nil reports**:

- By-Law Review Committee
- Community Development Committee
- Fundraising Committee
- Seniors Affairs, Grants and Awards Committee

#### **D23-04-08 Membership & Volunteers Committee (Verbal)**

Committee Liaison Percy Surti reported that from July 2, 2023 through to Sept. 18, 2023, 100 new members had joined the Aurora Seniors Association and that the current total active membership is 1512, the highest to date.

Motin by: P.Surti/J.Abram

**That the verbal report of the Membership & Volunteers Committee be received. CARRIED**

**D23-04-09 Operations and Activities Committee (Attached)**

Board Liaison Louis Gambino presented and reviewed the report of the Committee meeting held September 12/23.

1. Louis noted that the Committee recommended the purchase of the following new equipment:

**a) Poker request for the purchase of 6 table covers at a total cost of \$1,800.00, and**

**b) A.S.A. Artists Wall racks and supplies at a total cost of \$300.00**

**So moved by L. Gambino/J.Abram and CARRIED**

2. Other O & A Committee topics:

Upcoming Special Events - Oct. 6 Trivia Night and Oct. 27 Hallowe'en event "Superstitions" featuring Lianne Harris.

Stamp Club supplies purchase totalling \$241.52

Stained Glass Art class - suggested by Shirley Jean Luckachko - Andrew to follow up

Conversational German Activity - Proposed by John Pelletier

Purchase limit for replacement equipment - Committee confirmed that the \$500. limit applies to replacement equipment only.

Other Activities Expenses: Decorating Budget \$150.; Two Pickle Ball Nets - \$185.05

Motion by: L.Gambino/R.Ishoj

**That the Report of the Operations & Activities Committee be received. CARRIED**

**D523-04-10 Special Events/Social Committee – Report (Attached)**

In Board Liaison Rob Gaby's absence, the attached report of the meeting held September 7/23 at which the following topics were addressed - Summer Fling - which generated net proceeds of \$711.85

Trivia Night - Oct. 6/23 - 56 of 72 tickets sold to date  
Hallowe'en Superstitions - Oct. 27/23  
was received by general consensus.

**D23-04-11 Ad-hoc Committees**

- a) **Conduct Review Ad-Hoc Committee** inactive
- b) **Nominations & Elections Committee** inactive
- c) **Renewal of ASA/Town Operating Agreement** - In Process

**D23-04-12 Vice-President's Report – NIL**

**D23-04-13 Secretary's Report - NIL**

**D23-04-14 President's Report**

**a) Update re Woodshop**

The President noted that the review of the Woodshop Management Agreement on Sept. 20th may help determine a potential reopening date. John Scherrer pointed out that the Woodshop Safety Committee is focusing on ensuring that current Woodshop supervisors (A.P.'s) meet current training standards.

**b) Men's Shed Update**

The President reported that the 72 T-shirts are available at \$10. each and that the \$1,000. grant has been received.

Regular Men's Shed meetings will be on Mondays and Fridays at 9:30 a.m. 23 Members attended the Sept.18 meeting. Questionnaires re participants' interests have been distributed and will help to determine group activities. Current plans include having Men's Shed members present an overview of the program at various A.S.A.activities - Pool Room Computer Club, Woodshop.

**c) Directors' Name Tags and Shirts**

The President suggested that Directors get name badges and investigate the purchase of golf shirts bearing the ASA logo. Cost per shirt would be about \$35 to be paid for by each member. Members agreed and Glen will look into it further.

**d) Tour of New Town Square Project**

The President attended a tour of the new Town Square. There is a great deal of space with a focus on the arts. We will look into acquiring some space down the road.

**D23-04-15 NEW BUSINESS**

a) **OCTOBER Newsletter Board Page** – President to provide text

b) **Appointment of Chair for 2024 Nominations & Elections Committee**

John Scherrer offered to chair the Committee, with help from Louis Gambino. John and Louis will assemble additional members and will report the Committee membership to the Board.

**D23-03-16 Adjournment: the Regular Board meeting of August 21, 2023 was declared adjourned at 14:45 hrs. on a Motion by: J.Abram/L.Gambino/**

**Next Board Meeting will be Monday, October 16, 2023.**

